



## Activity Guide – PC362: Managing Grants

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State of Kansas

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## Activity 1 – Exercise: Creating Grant Proposals

### Scenario

You are an **Agency Grants Manager**. You need to create a proposal for a sponsor funded project for an addition to a state building. Create the proposal in SMART. Then, create a project profile for the project within the proposal. Assign professionals and subrecipients to your projects. Your project will span two 6-month budget periods. Finally, mark that your agency will request F&A to cover indirect costs related to the project, and indicate a 20% agency cost share on all budget lines.

### Menu Path

Grants → Proposals → Maintain Proposal

### UPK Procedure

Creating Grant Proposals

### Job Aid

Not Applicable

### Instructions

Use the appropriate steps from the previous Instructor led walkthrough(s) to complete the exercise scenario in SMART. For fields in the Required Data table that require a “user specific field,” be sure to use ONLY the user number that your instructor has assigned to you. If you need assistance as you complete this exercise, refer to the UPK. If there is not a UPK, then refer to the Instructor for guidance.

### Required Data





Field	Value
<i>Maintain Proposal: Add a New Value</i>	
<b>Business Unit</b>	56500
<b>Proposal ID</b>	NEW BUILDING[ <i>your initials</i> ]
<b>Version ID</b>	<Defaulted Value>
<i>Proposal</i>	
<b>Description</b>	Building Addition
<b>Title</b>	Main Building Addition
<b>PI ID</b>	00023735524
<b>Sponsor ID</b>	DOR
<b>Purpose</b>	OTHR
* Click the <b>CFDA</b> link	
<b>CFDA</b>	11.108
* Select the <b>Primary</b> checkbox	
* Click the <b>Return to Maintain Proposal</b> link	
* Notice the <b>Facilities and Admin Requested</b> checkbox defaults as selected	



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Field	Value
<b>Start Date</b>	<Today's Date>
<b>End Date</b>	<Today's Date + 1 year>
<b>Number of Periods</b>	2
* Click the <b>Build Periods</b> button	
<i>Proposal: Budget Periods</i>	
<b>1 - Start Date</b>	Today's Date
<b>End Date</b>	Today's Date + 6 months
<b>2 - Start Date</b>	<1 day after End Date above>
<b>End Date</b>	<1 year after Start Date>
<i>Projects</i>	
<b>Project ID</b>	New Building[ <i>your initials</i> ]
<b>Department</b>	Department of Revenue
*Click <b>Yes</b> when asked if asked to update Subdivision and Institution	
<b>Subdivision</b>	Department of Revenue
<b>Institution</b>	Department of Revenue
*Click the <b>Location</b> link	
<i>Location</i>	
<b>Location</b>	BA56500
*Click the <b>Save</b> button	
<i>Budgets</i>	
<b>Budget ID</b>	New Building
<b>Description</b>	Building Supplies
* Click the <b>Save</b> button	
<b>Period</b>	Select Value:1
<i>Enter Budget Detail</i>	
<b>Budget Item</b>	CONSTR
*Click the <b>Details</b> icon 	
<i>Budget Detail</i>	
<b>Description (1)</b>	Drywall
<b>Quantity</b>	1000
<b>Unit Price</b>	20.00
*Click the <b>Add</b> button 	
<b>Description (1)</b>	Sheet Metal
<b>Quantity</b>	1000
<b>Unit Price</b>	80.00
*Click the <b>OK</b> button	
*Click the <b>Add</b> button 	
<b>Budget Item</b>	FRINGE
<b>Total Direct</b>	10000
*Click the <b>Add</b> button 	
<b>Budget Item</b>	SALARIES



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Field	Value
*Click the <b>Details</b> icon	
<i>Budget Detail</i>	
<b>Row No</b>	1
*Click the <b>OK</b> button	
* Click the <b>OK</b> button when the Salary Cap error message appears	
* Select the <b>Cost Share</b> link (line # 10)	
<i>Cost Share</i>	
<b>Cost Share Percent</b>	20
<b>Department</b>	5650000000
<b>C/S Percent (Institution)</b>	100
*Click the <b>OK</b> button	
* Select the <b>Cost Share</b> link (line # 20)	
<i>Cost Share</i>	
<b>Cost Share Percent</b>	20
<b>Department</b>	5650000000
<b>C/S Percent (Institution)</b>	100
*Click the <b>OK</b> button	
* Select the <b>Cost Share</b> link (line # 30)	
<i>Cost Share</i>	
<b>Cost Share Percent</b>	20
<b>Department</b>	5650000000
<b>C/S Percent (Institution)</b>	100
*Click the <b>OK</b> button	
*Click the <b>Save</b> button	
*Click <b>Return to Maintain Proposal</b> link	
<b>Period</b>	Select Value:2
<i>Enter Budget Detail</i>	
<b>Budget Item</b>	SALARIES
*Click the <b>Details</b> icon	
<i>Personnel Detail</i>	
<b>Row No</b>	1
* Click the <b>OK</b> button	
*Click the <b>OK</b> button when the Salary Cap error message appears	
* Select the <b>Cost Share</b> link (line # 10)	
<i>Cost Share</i>	
<b>Cost Share Percent</b>	20
<b>Department</b>	5650000000
<b>C/S Percent (Institution)</b>	100
*Click the <b>OK</b> button	
*Click the <b>Save</b> button	
*Click <b>Return to Maintain Proposal</b> link	



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Field	Value
<i>Resources</i>	
Type	OFFIC
Subrecipient	Michael Tool Shop
* Click the <b>Save</b> button	
<i>Resources: Professional</i>	
*Click the <b>Add</b> button 	
Employee ID	00024496343
Other Role	Grants Manager
* Click the <b>Save</b> button	

## Activity 2 – Demonstration: Copying Existing Proposals

### Scenario

You need to create a new proposal for a healthcare study, which is similar to an existing proposal created by another grants manager in your agency. For this scenario, your goal is to copy the existing proposal to complete the new proposal.

### Menu Path

Grants → Proposals → Copy Proposal

### UPK Procedure

Not Applicable

### Job Aid

Not Applicable

### Instructions

Watch your instructor as he/she demonstrates how to submit a proposal. Do NOT perform this exercise along with your instructor.

### Required Data

Field	Value
<i>Copy Proposal: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Proposal ID</b>	See User Specific Data
<i>Copy Proposal</i>	
<b>To Proposal</b>	GRANT PROPOSAL
<b>To Project ID</b>	GRANTPROPOSAL
<b>To Budget ID</b>	GRANTPROPOSAL
* Click the <b>Copy</b> button	

### User Specific Data

User	Field	Value
<b>Instructor 1</b>	Proposal ID	GRANT STUDY - 001
<b>Instructor 2</b>	Proposal ID	GRANT STUDY - 002
<b>Instructor 3</b>	Proposal ID	GRANT STUDY - 003



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### Activity 3 – Demonstration: Submitting Proposals

#### Scenario

A proposal for highway improvements has been created and you are now ready to submit the proposal for in the system.

#### Menu Path

Grants → Proposals → Maintain Proposal

#### UPK Procedure

Not Applicable

#### Job Aid

Not Applicable

#### Instructions

Watch your instructor as he/she demonstrates how to submit a proposal. Do NOT perform this exercise along with your instructor.

#### Required Data

Field	Value
<i>Maintain Proposal: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Proposal ID</b>	See User Specific Data
<i>Proposal</i>	
* Click the <b>Submit Proposal</b> link from the menu	
<b>Submit Status</b>	Submitted
* Click the <b>Save</b> button	
* Click the <b>Return to Maintain Proposal</b> link	

#### User Specific Data

User	Field	Value
<b>Instructor 1</b>	Proposal ID	GRANT - 004
<b>Instructor 2</b>	Proposal ID	GRANT - 005
<b>Instructor 3</b>	Proposal ID	GRANT - 006



## Activity 4 – Demonstration: Creating Awards

### Scenario

Your proposal for a statewide healthcare care study has been approved and submitted and you are awarded the funding to conduct the study. As the **Agency Grants Manager**, your task is to now create the award for the proposal.

### Menu Path

Grants → Proposals → Generate Award

### UPK Procedure

Not Applicable

### Job Aid

Not Applicable

### Instructions

Watch your instructor as he/she demonstrates how to create an award. Do NOT perform this exercise along with your instructor.

### Required Data

Field	Value
<i>Generate Award: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Proposal ID</b>	See User Specific Data
* Click the <b>Generate</b> button	
* Click the <b>Maintain Proposal</b> link from the menu	

### User Specific Data

User	Field	Value
<b>Instructor 1</b>	Proposal ID	GRANT - 007
<b>Instructor 2</b>	Proposal ID	GRANT - 008
<b>Instructor 3</b>	Proposal ID	GRANT - 009

### Activity 5 – Challenge: Creating Grants

#### Scenario

An existing stretch of highway needs to be re-paved and a proposal has been created to request federal funding for the improvements. However, a new proposal needs to be created to include improvements in a different location of the same highway. Use the existing proposal to create the new proposal. Submit the proposal and create the award for the highway improvement.

#### Menu Path

Grants → Proposals → Copy Proposal

#### UPK Procedure

Creating Grant Proposals

#### Job Aid

Not Applicable

#### Instructions

Use the appropriate steps from the previous Instructor led walkthrough(s) to complete the exercise scenario in SMART. For fields in the Required Data table that require a “user specific field,” be sure to use ONLY the user number that your instructor has assigned to you. If you need assistance as you complete this exercise, refer to the UPK. If there is not a UPK, then refer to the Instructor for guidance.

#### Required Data

Field	Value
<i>Copy Proposal: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Proposal ID</b>	GRANT - 010
* Click the <b>Search</b> button	
<b>To Proposal</b>	HIGHWAYGRANT[ <i>your initials</i> ]
<b>To Project ID</b>	HIGHWAYGRANT[ <i>your initials</i> ]
<b>To Budget ID</b>	HIGHWAYGRANT[ <i>your initials</i> ]
* Click the <b>Copy</b> button	
* Click the <b>Maintain Proposal</b> link from the left menu	
<i>Maintain Proposal: Find an Existing Value</i>	
<b>Status</b>	Draft
* Click the <b>Search</b> button	
<i>Proposal</i>	
<b>Description</b>	HIGHWAYGRANT[ <i>your initials</i> ]
<b>Title</b>	HIGHWAYGRANT[ <i>your initials</i> ]
* Click the <b>Submit Proposal</b> link from the left menu	



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Field	Value
Submit Status	Submitted
* Click the <b>Save</b> button	
* Click the <b>Generate Award</b> link from the left menu	
<i>Generate Award: Find an Existing Value</i>	
Business Unit	56500
Proposal ID	HIGHWAYGRANT[ <i>your initials</i> ]
* Click the <b>Search</b> button	
* Click the <b>Generate</b> button	

### Activity 6 – Walkthrough: Updating Awards

#### Scenario

The Generate Award process has already been run for your proposal. For this scenario, you need to update some information that was not created during that process. Navigate to the award profile, enter the Reference Award Number, add a resource, and update the terms.

#### Menu Path

Grants → Awards → Award Profile

#### UPK Procedure

Not Applicable

#### Job Aid

Not Applicable

#### Instructions

Follow along with your instructor as he/she demonstrates how to update an award in SMART. Perform each step along with the instructor using the values assigned to your training number. For fields in the Required Data table that require “user specific data,” be sure to use ONLY the user number that your instructor has assigned to you. If you need assistance as you complete this exercise, ask the instructor for guidance.

#### Required Data

Field	Value
<i>Award Profile: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Award ID</b>	See User Specific Data
<b>Reference Award Number</b>	USDOR-1234
<i>Resources</i>	
<b>Type</b>	OTHER
<b>Subrecipient</b>	Ojo Design Shop
<i>Terms</i>	
<b>Terms and Conditions</b>	EQUIP
<b>Explanation</b>	Equipment purchases for contract
* Click the <b>Save</b> button	



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### User Specific Data

User	Field	Value
User 1	Award ID	GRANT - 011
User 2	Award ID	GRANT - 012
User 3	Award ID	GRANT - 013
User 4	Award ID	GRANT - 014
User 5	Award ID	GRANT - 015
User 6	Award ID	GRANT - 016
User 7	Award ID	GRANT - 017
User 8	Award ID	GRANT - 018
User 9	Award ID	GRANT - 019
User 10	Award ID	GRANT - 020
User 11	Award ID	GRANT - 021
User 12	Award ID	GRANT - 022
User 13	Award ID	GRANT - 023
User 14	Award ID	GRANT - 024
User 15	Award ID	GRANT - 025
User 16	Award ID	GRANT - 026
User 17	Award ID	GRANT - 027
User 18	Award ID	GRANT - 028
User 19	Award ID	GRANT - 029
User 20	Award ID	GRANT - 030
User 21	Award ID	GRANT - 031
User 22	Award ID	GRANT - 032
User 23	Award ID	GRANT - 033
User 24	Award ID	GRANT - 034
User 25	Award ID	GRANT - 035
Instructor 1	Award ID	GRANT - 036
Instructor 2	Award ID	GRANT - 037
Instructor 3	Award ID	GRANT - 038



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### Activity 7 – Demonstration: Reviewing Award Projects

#### Scenario

After the award generation process is complete, you can update and maintain award profile information as it relates to your project. As the **Agency Grants Manager**, navigate to the project the award is associated with and review the project profile.

#### Menu Path

Grants → Awards → Project

#### UPK Procedure

Not Applicable

#### Job Aid

Not Applicable

#### Instructions

Watch your instructor as he/she demonstrates how to review award projects in SMART. Do NOT perform this exercise along with your instructor.

#### Required Data

Field	Value
<i>Project General – Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Project</b>	See User Specific Data
<i>General Information</i>	
<b>General Information</b>	[review information on the page]

#### User Specific Data

User	Field	Value
<b>Instructor 1</b>	Project	GRANT-039
<b>Instructor 2</b>	Project	GRANT-040
<b>Instructor 3</b>	Project	GRANT-041



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### Activity 8 – Demonstration: Reviewing Award Project Activities

#### Scenario

After your project has been awarded funding, you need to specify any additional activities associated with the award project. For this scenario, review all the related activities of the project.

#### Menu Path

Grants → Awards → Project Activity

#### UPK Procedure

Not applicable

#### Job Aid

Not Applicable

#### Instructions

Watch your instructor as he/she demonstrates how to review award project activities in SMART. Do NOT perform this exercise along with your instructor.

#### Required Data

Field	Value
<i>Project Activity: Find an Existing Value</i>	
Business Unit	56500
Project	See User Specific Data
<i>General Information</i>	
General Information	[review information on page]

#### User Specific Data

User	Field	Value
Instructor 1	Project	GRANT-042
Instructor 2	Project	GRANT-043
Instructor 3	Project	GRANT-044

### Activity 9 – Walkthrough: Updating Award Budgets

#### Scenario

The Generate Award process has been run for the “Fountain Improvement” grant proposal. However there is a \$10,000 discrepancy due to an increase in the award budget for the Equipment budget line. As a result, the Generate Award process populated the Budget Detail page with incorrect, summary budget information. Update the incorrect budget amount by adding \$10,000 to the EQUIP Budget Item line. Additionally you need to add a new budget line for supplies. Make sure to insert the GL chartfield values for all budget items and finalize the budget by clicking the Finalize button. Check for errors and update any that occur and then finalize the budget.

#### Menu Path

Grants → Awards → Project Budgets

#### UPK Procedure

Not applicable


#### Job Aid

Not Applicable

#### Instructions

Follow along with your instructor as he/she demonstrates how to update award budgets in SMART. Perform each step along with the instructor using the values assigned to your training number. For fields in the Required Data table that require “user specific data,” be sure to use ONLY the user number that your instructor has assigned to you. If you need assistance as you complete this exercise, ask the instructor for guidance.

#### Required Data

Field	Value
<i>Project Budget: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Project</b>	See User Specific Data
<i>Budget Detail</i>	
<i>Line #1</i>	
<b>Fund Code</b>	1000
<b>Budget Unit</b>	0303
<b>Program Code</b>	01030
<b>Account</b>	540910
<b>Amount</b>	100,000
*Click the <b>Add</b> button 	
<b>Department</b>	5650000000
<b>Fund Code</b>	1000





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Field	Value
<b>Budget Unit</b>	0303
<b>Program Code</b>	04810
<b>Account</b>	540910
* Click the <b>Activity Search</b> icon and select the value	
<b>Analysis Type</b>	BUD
<b>Budget Item</b>	SALARIES
<b>Amount</b>	10,000
* Click the <b>Save</b> button	
* Click the <b>Finalize</b> button	
* Click the <b>Process Monitor</b> link	
* Click the <b>Refresh</b> button (occasionally until Run Status = Post & Distribution Status = Posted)	
* Click the <b>Project Budget Inquiry</b> link from the left menu	
<i>Budget Inquiry</i>	
* Click the Finalized budget lines	

## User Specific Data

User	Field	Value
<b>User 1</b>	Project	GRANT - 205
<b>User 2</b>	Project	GRANT - 206
<b>User 3</b>	Project	GRANT - 207
<b>User 4</b>	Project	GRANT - 208
<b>User 5</b>	Project	GRANT - 209
<b>User 6</b>	Project	GRANT - 210
<b>User 7</b>	Project	GRANT - 211
<b>User 8</b>	Project	GRANT - 212
<b>User 9</b>	Project	GRANT - 213
<b>User 10</b>	Project	GRANT - 214
<b>User 11</b>	Project	GRANT - 215
<b>User 12</b>	Project	GRANT - 216
<b>User 13</b>	Project	GRANT - 217
<b>User 14</b>	Project	GRANT - 218
<b>User 15</b>	Project	GRANT - 219
<b>User 16</b>	Project	GRANT - 220
<b>User 17</b>	Project	GRANT - 221
<b>User 18</b>	Project	GRANT - 222
<b>User 19</b>	Project	GRANT - 223
<b>User 20</b>	Project	GRANT - 224
<b>User 21</b>	Project	GRANT - 225
<b>User 22</b>	Project	GRANT - 226



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User	Field	Value
User 23	Project	GRANT - 227
User 24	Project	GRANT - 228
Instructor 1	Project	GRANT - 229
Instructor 2	Project	GRANT - 230
Instructor 3	Project	GRANT - 231



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### Activity 10 – Demonstration: Reviewing Cost-Sharing Amounts

#### Scenario

The sponsor of your grant requires a 20% cost share from the grantee. For this scenario, review the cost shared amounts to see that the correct percentage is being applied to the grant.

#### Menu Path

Grants → Awards → Project Budget Inquiry

#### UPK Procedure

Not Applicable

#### Job Aid

Not Applicable

#### Instructions

Watch your instructor as he/she demonstrates how to review cost-sharing amounts in SMART. Do NOT perform this exercise along with your instructor.

#### Required Data

Field	Value
<i>Project Budget Inquiry: Find an Existing Value</i>	
<b>Business Unit</b>	17100
<b>Project</b>	See User Specific Data
<i>Budget Inquiry</i>	
<b>Budget Period</b>	[review information on page]

#### User Specific Data

User	Field	Value
<b>Instructor 1</b>	Project	PROPOSAL-101
<b>Instructor 2</b>	Project	PROPOSAL-102
<b>Instructor 3</b>	Project	PROPOSAL-103

### Activity 11 – Demonstration: Activating Contracts

#### Scenario

Now the budget has been finalized you are now ready to activate the contract so you can begin billing your Sponsor for the project costs. Navigate to the award profile to view the contract and set to Active.

#### Menu Path

Grants → Awards → Award Profile

#### UPK Procedure

Not applicable

#### Job Aid

Not Applicable

#### Instructions

Watch your instructor as he/she demonstrates how to activate the contract for the grant. Do NOT perform this exercise along with your instructor.

#### Required Data

Field	Value
<i>Award Profile: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Award ID</b>	See User Specific Data
* Select the <b>View Contract</b> link	
<i>General</i>	
<b>Contract Status</b>	ACTIVE
* Click the <b>Save</b> button	

#### User Specific Data

User	Field	Value
<b>Instructor 1</b>	Award ID	GRANT - 073
<b>Instructor 2</b>	Award ID	GRANT - 074
<b>Instructor 3</b>	Award ID	GRANT - 075

## Activity 12 – Challenge: Managing Grants

### Scenario

You agency is seeking a grant to build a nature path in the city park. The proposal has been approved and a grant has been awarded but for \$5,000 less than the proposal amount. Finish the Grants process by updating the budget amount and finalizing the budget. Then, set the contract status to ACTIVE.

Finally, close the award on an existing grant that has ended. For this scenario, we assume that both the revenue and billing plans have already been completed and the contract and projects have already been closed.

### Menu Path

Grants → Awards → Project Budgets

### UPK Procedure

Updating Award Contracts

### Job Aid

Not Applicable

### Instructions

Use the appropriate steps from the previous Instructor led walkthrough(s) to complete the exercise scenario in SMART. For fields in the Required Data table that require a “user specific field,” be sure to use ONLY the user number that your instructor has assigned to you. If you need assistance as you complete this exercise, refer to the UPK. If there is not a UPK, then refer to the Instructor for guidance.

### Required Data

Field	Value
<i>Project Budget: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Project</b>	See User Specific Data
<i>Budget Detail</i>	
<b>Fund</b>	9032
<b>Budget Unit</b>	0303
<b>Program Code</b>	04810
<b>Account</b>	523300
<b>Amount</b>	95,000
* Click the <b>Save</b> button	
* Click the <b>Finalize</b> button	
* Click the <b>Process Monitor</b> link	
* Click the <b>Refresh</b> button (occasionally until Run Status = Post & Distribution)	

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Field	Value
Status = Posted	
* Click the <b>Commitment Control Errors</b> link from the left menu	
<b>Business Unit</b>	56500
<b>Project</b>	See User Specific Data
After clicking <b>Search</b> “No matching values were found” will appear – Budget has been finalized	
<i>Award Profile: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Award ID</b>	See User Specific Data
* Click the <b>View Contract</b> Link	
<i>General</i>	
<b>Contract Status</b>	ACTIVE
* Click the <b>Save</b> button	
Close Activity	
<i>Grants &gt; Awards &gt; Award Profile: Find an Existing Value</i>	
<b>Business Unit</b>	56500
<b>Award ID</b>	See User Specific Data (2 <sup>nd</sup> Award ID)
<i>Award</i>	
<b>Status</b>	Closed
* Click the <b>Save</b> button	

### User Specific Data

User	Field	Value
<b>User 1</b>	Project	Grant-076
<b>User 2</b>	Project	Grant-077
<b>User 3</b>	Project	Grant-078
<b>User 4</b>	Project	Grant-079
<b>User 5</b>	Project	Grant-080
<b>User 6</b>	Project	Grant-081
<b>User 7</b>	Project	Grant-082
<b>User 8</b>	Project	Grant-083
<b>User 9</b>	Project	Grant-084
<b>User 10</b>	Project	Grant-085
<b>User 11</b>	Project	Grant-086
<b>User 12</b>	Project	Grant-087
<b>User 13</b>	Project	Grant-088
<b>User 14</b>	Project	Grant-089
<b>User 15</b>	Project	Grant-090
<b>User 16</b>	Project	Grant-091
<b>User 17</b>	Project	Grant-092
<b>User 18</b>	Project	Grant-093



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User	Field	Value
User 19	Project	Grant-094
User 20	Project	Grant-095
User 21	Project	Grant-096
User 22	Project	Grant-097
User 23	Project	Grant-098
User 24	Project	Grant-099
User 25	Project	Grant-100
Instructor 1	Project	Grant-101
Instructor 2	Project	Grant-102
Instructor 3	Project	Grant-103
User 1	Award ID	Grant - 076
User 2	Award ID	Grant - 077
User 3	Award ID	Grant - 078
User 4	Award ID	Grant - 079
User 5	Award ID	Grant - 080
User 6	Award ID	Grant - 081
User 7	Award ID	Grant - 082
User 8	Award ID	Grant - 083
User 9	Award ID	Grant - 084
User 10	Award ID	Grant - 085
User 11	Award ID	Grant - 086
User 12	Award ID	Grant - 087
User 13	Award ID	Grant - 088
User 14	Award ID	Grant - 089
User 15	Award ID	Grant - 090
User 16	Award ID	Grant - 091
User 17	Award ID	Grant - 092
User 18	Award ID	Grant - 093
User 19	Award ID	Grant - 094
User 20	Award ID	Grant - 095
User 21	Award ID	Grant - 096
User 22	Award ID	Grant - 097
User 23	Award ID	Grant - 098
User 24	Award ID	Grant - 099
User 25	Award ID	Grant - 100
Instructor 1	Award ID	Grant - 101
Instructor 2	Award ID	Grant - 102
Instructor 3	Award ID	Grant - 103
<i>Award Close</i>		
User 1	Award ID	Grant - 104



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Statewide Management, Accounting and Reporting Tool



User	Field	Value
User 2	Award ID	Grant - 105
User 3	Award ID	Grant - 106
User 4	Award ID	Grant - 107
User 5	Award ID	Grant - 108
User 6	Award ID	Grant - 109
User 7	Award ID	Grant - 110
User 8	Award ID	Grant - 111
User 9	Award ID	Grant - 112
User 10	Award ID	Grant - 113
User 11	Award ID	Grant - 114
User 12	Award ID	Grant - 115
User 13	Award ID	Grant - 116
User 14	Award ID	Grant - 117
User 15	Award ID	Grant - 118
User 16	Award ID	Grant - 119
User 17	Award ID	Grant - 120
User 18	Award ID	Grant - 121
User 19	Award ID	Grant - 122
User 20	Award ID	Grant - 123
User 21	Award ID	Grant - 124
User 22	Award ID	Grant - 125
User 23	Award ID	Grant - 126
User 24	Award ID	Grant - 127
User 25	Award ID	Grant - 128
Instructor 1	Award ID	Grant - 129
Instructor 2	Award ID	Grant - 130
Instructor 3	Award ID	Grant - 131